Microsoft Outlook Web Access

1. On the DDS Headquarters' Emergency Website, select **"Microsoft Outlook Web Access"** link **- OR -** Go directly to the DDS Electronic Website.
2. On the DDS Electronic Mail page, type your email address (**e.g., firstname.lastname@dds.ca.gov**)
3. **Password:** Type in the same password you use to get into your work computer.
4. Press "**Enter**" on your keyboard **- OR -** click "**Sign In**".

Please contact ITD Service Desk at (916) 653-3329 if you have problems or questions.